

# CITY OF CARLSBAD



## Environmental Specialist I/II

### Annual Salary

**Environmental Specialist I:**  
**\$46,727 - \$56,797**

**Environmental Specialist II:**  
**\$55,339—\$67,265**

**Filing Deadline**  
**May 26, 2008**

## *The Carlsbad Community*

Known as the Village by the Sea, the City of Carlsbad, California is a unique and growing community of 42 square miles in size. Carlsbad is located 30 miles to the north of San Diego and 70 miles to the south of Los Angeles. Despite recent growth, Carlsbad has successfully retained its friendly, small-town charm, thanks in large part to a progressive city plan for managing growth. Balancing economic prosperity with preservation of the environment has been a top priority of city leaders for nearly 20 years. Carlsbad is also recognized for its progressive and stable city government. The City's current population is expected to grow from 97,000 to 127,800 at build out.

## *The Position*

The Specialist will perform education and outreach activities, field investigation and inspection on industrial, commercial, and residential dischargers of storm water, water quality monitoring and data analysis, complaint response, watershed activities, customer service and enforce and ensure compliance with storm water and related ordinances and other work as required. Field work and office work are both required with occasional weekend and evening work.



## *Distinguishing Characteristics*

The Environmental Specialist I is the entry level position within the Environmental Programs Department. The Environmental Specialist II is the advanced level position in the Storm Water Program. Incumbents work under the direction of the Senior Environmental Specialist and/or the Environmental Programs Manager, performing the daily activities as described above.

## *Qualifications*

### Knowledge of:

#### *Environmental Specialist I:*

- Basic understanding of principles and practices of chemistry, biology, microbiology related to this position.
- Basic understanding of environmental laws.
- Basic understanding of how to deliver superior customer service.

#### *Environmental Specialist II (above knowledge and):*

- Basic principles of inspection, investigation or code enforcement.
- Methods of detection of pollutants in storm water run-off, or other wastes and their effect on storm water and environmental protection.
- Proper use of monitoring, sampling, and basic testing equipment.

### Ability to:

#### *Environmental Specialist I:*

- Learn applicable laws, ordinances, regulations, and policies; learn to apply procedures, techniques, and interpret and make decisions related to job duties.
- Deal with the public tactfully and effectively.
- Establish and maintain cooperative relations with those contacted in the course of work.
- Use computer applications to assist in performing duties.
- Communicate clearly, concisely and effectively, both orally and in writing.
- Understand and carry out oral and written instructions.

#### *Environmental Specialist II (above abilities and):*

- Properly interpret, and make decisions pertaining to laws, ordinances, regulations, and policies using Best Professional Judgement.
- Analyze and evaluate technical and scientific data, and reach sound conclusions.
- Analyze and evaluate situations and take appropriate action.
- Respond to emergency situations involving actual or suspected illegal discharges or spills to the storm drain system or environment.

## Experience and Education

### Environmental Specialist I:

Any combination of experience and education equivalent to a four-year degree in chemistry, biology, microbiology, environmental science, ecology, environmental law, environmental studies, or sanitary engineering, or related experience which provides the knowledge, skills and abilities described above.

### Environmental Specialist II:

An additional two years of experience at the Environmental Specialist I or comparable level which provides the knowledge, skills, and abilities described above.

## Compensation and Benefits

- PERS Retirement: 3% @ 60
- Health Benefits: Include medical, dental and vision. Both indemnity and HMO plans are offered.
- Deferred Compensation Program.
- Flexible Spending Accounts.
- Paid holidays, vacation, sick leave, and sick-leave-to-vacation-conversion program available.

## Special Requirements

Possession of a California Class C driver's license and evidence of a satisfactory driving record.

Within the first year of employment, must complete coursework related to the authority to write citations equivalent to the CA Peace Officer Standard Training (POST) Penal Code 832 course.

Incumbents will work in a variety of environmental settings, such as in the office, in and around storm water, wastewater, industrial wastes, and hazardous substances and in the immediate vicinity of laboratory chemicals and reactive agents used to analyze environmental samples.

Incumbents must be able to work in the field and walk over rough, unstable terrain and steep slopes while carrying equipment.

Incumbents must also travel to a number of site locations within and outside the city. Occasional lifting, up to 50 pounds assisted or unassisted, may be required in the course of work.

## Supplemental Questionnaire

### Instructions:

Please type and number your responses to the following questions or requests on no more than two (2) 8 ½" x 11" pages.

It is important that you respond to each question concisely. Resumes will not be accepted in lieu of submitting answers to this supplemental questionnaire.

Please include the following statement at the bottom of your supplemental questionnaire along with your signature and date, "I declare the statements on this application and questionnaire are true and complete to the best of my knowledge and belief."

1. List all college coursework, training or experience that provides you the basic knowledge and understanding of principles and practices of chemistry, biology, and/or microbiology related to this position.
2. What computer software applications have you used, to what extent or level of proficiency, and for how many years?
3. Describe your experience dealing with the public in a job related situation.
4. Describe any experience dealing with NPDES regulations and how that experience relates to this position.
5. Describe any experience with water quality monitoring/sampling/testing.

### Public Works Mission Statement

"The Public Works team is dedicated to providing exceptional services to our customers with integrity and pride in a manner that enhances the quality of life for all who live, work and play in Carlsbad."

## Filing Deadline

To be considered for this position, a completed City of Carlsbad application, supplemental questionnaire and resume must be submitted in order to determine that the minimum qualifications are met. First interviews are scheduled for June 4, 2008. Department interviews with final candidates are scheduled for June 11, 2008.

Application packages must be submitted to Human Resources by 5:00PM, May 26, 2008 to be considered in the first applicant screening.

On-line Applications may be downloaded from:

[www.carlsbadca.gov/hr](http://www.carlsbadca.gov/hr)

or call (760) 602-2440 to request the Application.

City of Carlsbad  
Human Resources Department  
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